

**APPLICATION FOR
SHELTER RESERVATION
TOWN OF WINDSOR, WISCONSIN**

PARK: _____

SHELTER #: _____

BALL DIAMOND: _____

(For Windsor Ball Diamond—Call Rich Johnson at 846-6956)

DATE OF USE: _____

HOURS OF USE: _____

NAME OF GROUP: _____

NAME OF PERSON IN CHARGE: _____

(Must be 18 years old or older and present at the park during the event)

MAILING ADDRESS: _____

DAY TIME TELEPHONE #: _____

EVENING TELEPHONE#: _____

When submitting your application, a \$35 fee is required to reserve the park.

A \$100 PARK DEPOSIT WILL BE CHARGED WHEN YOU PICK UP THE KEY; UPON INSPECTION OF PARK AFTER EVENT, THE \$100 DEPOSIT WILL BE RETURNED.

****KEYS TO THE BATHROOMS MAY BE PICKED UP AT THE TOWN OF WINDSOR OFFICE ON FRIDAY BETWEEN 8 AND 4:30 FOR THE WEEKEND EVENTS. KEYS MUST BE RETURNED ON MONDAY FOLLOWING THE EVENT.**

REMARKS: _____

Acknowledgement/Acceptance:

I hereby acknowledge and accept responsibility for any and all damages to the park including but not limited to landscaping, equipment, and shelters resulting from the activities by the above named group. I understand that the Town of Windsor will inspect the park following this event. I further understand that I may be charged for any damages and clean up following the event. I also agree to abide by the Park Rules and the Ordinances of the Town of Windsor.

Signature

Date Signed

Office Use Only: Park inspected by: _____ Date: _____

Wpfile:APP for pk shelter